



Foothill Transit

# Governing Board Meeting AGENDA

## SPECIAL GOVERNING BOARD MEETING

7:45 AM, February 17, 2017

Foothill Transit Administrative Office

2<sup>nd</sup> Floor Board Room

100 South Vincent Avenue

West Covina, CA 91790

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. FOCUS ON SAFETY
4. ROLL CALL
5. APPROVAL OF MINUTES FOR THE SPECIAL GOVERNING BOARD MEETING OF OCTOBER 4, 2016
6. APPROVAL OF AGENDA
7. PRESENTATIONS:
  - 7.1. Recognition of Paula Lantz
8. PUBLIC COMMENT
9. CLUSTER 1 SPECIAL ELECTION NOTIFICATION

*Recommended Action: Receive notification of Cluster 1 Special Election to be held on March 24, 2017.*

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Public Comment: Members of the public shall have the right to address the Board on any item of interest which is within the jurisdiction of the Board before or during the Board's consideration of the item. Presentation shall not exceed three minutes in length. Action may be taken on any item identified on the agenda. Persons wishing to comment should submit a "Request to Speak" form to the Secretary. Note: ACTION MAY BE TAKEN ON ANY ITEM IDENTIFIED ON THE AGENDA.

The public may view and obtain all written information supporting this agenda provided to the board both initially and supplementary prior to the meeting by calling (626) 967-3147 extension 7204 or at the agency's offices located at 100 S. Vincent Ave., Suite 200, West Covina, CA 91790. Documents, including PowerPoint handouts, distributed to Board Members by staff or Board Members at the meeting will simultaneously be made available to the public upon request.



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10. FARE RESTRUCTURING UPDATE

*Recommended Action: Receive and file the update on the Fare Restructuring project.*

11. EXECUTIVE DIRECTOR COMMENT

12. GOVERNING BOARD MEMBER COMMENT

13. ADJOURNMENT

The next Meeting of the Governing Board is scheduled for Friday, March 24, 2017 at 7:45 a.m.

In accordance with the Americans with Disabilities Act of 1990, if you require a disability-related modification or accommodation to attend or participate in this meeting, including auxiliary aids or services, please contact the Executive Director’s office at (626) 931-7300 extension 7204, at least 48 hours prior to the meeting.

If you require translation services, please contact the Executive Director’s office at (626) 931-7300 extension 7204, at least 48 hours prior to the meeting.

Si necesita servicios de traducción, por favor póngase en contacto con la oficina del Director Ejecutivo en el (626) 931-7300, extensión 7204, al menos 48 horas antes de la reunión.

如果需要翻译服务，请至少于会议前48小时致电高级主任办公室：(626) 931-7300 分机 7204。

Nếu Quý vị có yêu cầu dịch vụ dịch thuật, xin vui lòng liên hệ với văn phòng Giám đốc Điều hành tại (626) 931-7300 số lẻ 7204, ít nhất 48 giờ trước khi cuộc họp.

Kung nangangailangan ka ng mga serbisyo sa pagsasalin, pakisuyong makipag-ugnayan sa opisina ng Executive Director sa (626) 931-7300 extension 7204, ng hindi bababa sa 48 oras bago ang pulong.

번역 서비스가 필요하시면 미팅 최소 48시간 이전에 임원 사무실로 (626-931-7300, 내선 번호 7204) 전화주시기 바랍니다.

翻訳サービスが必要な方は、会議の48時間前までに(626) 931-7300 内線 7204のエグゼクティブディレクター事務所にご連絡ください。

إن كنت بحاجة إلى خدمات ترجمة، برجاء الاتصال بالمدير التنفيذي للمكتب على رقم (626)931-7300 (الرقم الداخلي 7204) قبل الاجتماع بـ 48 ساعة على الأقل.

Եթե Ձեզ թարգմանական ծառայությունների են հարկավոր, հանդիպումից առնվազն 48 ժամ առաջ խնդրում ենք զանգահարել Գործադիր տնօրենի գրասենյակ՝ (626) 931-7300 լրացուցիչ՝ 7204 հեռախոսահամարով:

ប្រសិនបើលោកអ្នកស្នើសុំសេវាកម្មបកប្រែភាសា សូមទាក់ទងមកការិយាល័យនាយកប្រតិបត្តិ តាមលេខទូរស័ព្ទ៖ (626) 931-7300 លេខបញ្ជូនបន្ត 7204 ដែលមានរយៈពេលយ៉ាងតិច 48 ម៉ោង មុនពេលកិច្ចប្រជុំ។

در صورت نیاز به خدمات ترجمه، لطفاً حداقل 48 ساعت قبل از جلسه ملاقات با مدیر اجرایی دفتر به شماره (626)931-7300 داخلی 7204 تماس حاصل فرمایید.



**Foothill Transit**

**STATEMENT OF PROCEEDINGS FOR THE  
SPECIAL MEETING OF THE  
FOOTHILL TRANSIT GOVERNING BOARD**

**FOOTHILL TRANSIT ADMINISTRATIVE OFFICE  
2<sup>ND</sup> FLOOR BOARD ROOM  
100 S. VINCENT AVENUE  
WEST COVINA, CALIFORNIA 91790**

**Tuesday, October 4, 2016  
7:45 a.m.**

**1. CALL TO ORDER**

The meeting was called to order by Chair Herrera at 7:51 a.m.

**2. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Chair Herrera.

**3. FOCUS ON SAFETY**

Ali Showkatian, Safety Compliance Coordinator, presented a message on fire safety awareness.

**4. ROLL CALL**

Roll call was taken by Christina Lopez, Board Secretary.

Present: Member Corey Calaycay, Member Emmett Badar, Member Edward Alvarez, Member Cruz Baca, Member Peggy Delach, Member Gary Boyer, Member Albert Ambriz, Member Corey Warshaw, Member Roger Chandler, Member Richard Barakat, Member Tzeitel Paras-Caracci, Member Becky Shevlin, Member Margaret McAustin, Member Cynthia Sternquist, Member Carol Herrera, Member Juventino Gomez, Member Valerie Munoz, Member Hector Delgado, Member Sam Pedroza, Member David Rodriguez

Absent: Member Charlie Rosales, Member Paula Lantz, Member Bob Pacheco, Member Cory Moss, Member Michael De La Torre

**5. APPROVAL OF AGENDA**

Staff requested that the Electric Bus Program Update be presented before the Proterra Electric Bus Technology update.

Chair Herrera approved the agenda as revised.

6. **REVIEW & APPROVAL OF THE MINUTES**

Approval of the minutes for the Special Meeting of August 12, 2016.

Motion by Vice Chair Calaycay, second by Member Shevlin, the minutes for the Special Meeting of August 12, 2016 were approved. Motion carried 20-0.

7. **PUBLIC COMMENT**

No members of the public addressed the Foothill Transit Governing Board.

8. **FOOTHILL TRANSIT PROGRAM UPDATES**

- **JOHN FASANA MEASURE M OVERVIEW**

Mr. John Fasana, Metro Chair and Duarte Councilmember, presented a verbal report on the following.

Mr. Fasana reported that the population in Los Angeles County is projected to grow by 2.3 million in the next 40 years. Metro is planning now for that growth and have come forward with a sales tax plan that can address the needs that have not been met. Additional local revenues if generated, provide the opportunity to leverage state and federal funds.

The San Gabriel Valley Council of Governments Transportation Committee discussed and came forward with a process and priorities within the San Gabriel Valley. The same process was followed in other sub-regions of L.A. County. There was a modeling process developed and a criteria was established. Projects were ranked for both transit and highway and then funding targets were established and were agreed to by the sub-regions ahead of time. Metro hosted many public input meetings and hosted some telephone town halls. Polling was conducted in April/May, and Metro found that after educating the public about the transportation plan, 72 percent of the public favored the no end measure.

Measure M requires a two-thirds voter approval to pass. It's a half cent sales tax starting in July 2017 and will increase to a one cent sales tax in 2039. That tax will continue until voters decide to repeal it.

After discussion, by Common Consent, and there being no objection, the Governing Board accepted Mr. Fasana's report.

- **MEASURE M OUTREACH**

Yoko Igawa, Public Affairs Manager, presented a verbal report on the following.

Ms. Igawa gave a detailed overview of the Measure M impacts with respect to Foothill Transit. Twenty-seven percent of Measure M funds will be dedicated to a Transit Operating & Maintenance fund. Foothill Transit will receive approximately \$11 million within the first full year, with projected increases each year. Foothill Transit's available Measure M Funds will be based on a formula allocation and guidelines that will be developed once the measure passes. Foothill Transit will be able to use Measure M funds for operating service enhancements and capital expenses. Funds can be invested in providing enhancements for Foothill Transit's operating service, electric bus program, or a potential additional operations and maintenance facility.

Foothill Transit's educational outreach about Measure M have included presentations in the community in collaboration with Metro, social media, information in the Footnotes and employee transportation coordinators newsletters, and educational Measure M handouts provided by Metro that are available at the Foothill Transit Stores.

After discussion, by Common Consent, and there being no objection, the Governing Board accepted Ms. Igawa's report.

- **PROTERRA ELECTRIC BUS TECHNOLOGY**

Ryan Popple, Proterra President and CEO, presented a verbal report on the following.

Mr. Popple reported that currently Proterra is shipping two electric buses a week. Proterra's plan is to ship 40 electric buses per quarter by the third quarter of 2017. The opening of the City of Industry factory will help with production significantly. Proterra is very healthy from a financial prospective, Proterra will close this year with \$100 million in current assets and will close the year with less than \$10 million in current liabilities.

Foothill Transit was the early adopter of the electric bus technology.



Foothill Transit got the benefit of being the leader and had the first generation of the technology. Currently, Foothill Transit has three generations of the electric bus technology.

Batteries are changing very quickly and it has made the deployment of these buses very difficult. Batteries are evolving faster than transit buses need to evolve. The buses are going to outlast the batteries. The decision Proterra has made is to maintain compatibility across different types of batteries.

After discussion, by Common Consent, and there being no objection, the Governing Board accepted Mr. Popple's report.

- **ELECTRIC BUS PROGRAM UPDATE**

Roland Cordero, Director of Maintenance and Vehicle Technology, presented a verbal report on the following.

Mr. Cordero reported that on September 9, 2016 Foothill Transit crossed the line for one million electric miles traveled. This is a major accomplishment in the transit industry that no other agency has accomplished. This achievement was recognized by Proterra during the APTA Annual Meeting, where they announced the milestone at their reception.

Foothill Transit launched its electric bus program in 2009 with a federal grant. The first three electric buses were deployed in 2010 on Line 291. In 2014, the fleet was expanded with 12 more electric buses. Line 291 was fully electrified and electric buses were expanded to Line 855. This year, Foothill Transit will be adding two more fast-charge electric buses to the existing routes. This will bring the full fleet size to 17 buses.

In 2017, Foothill Transit will receive 13 extended range electric buses, which will be deployed on Line 280. In 2018, Foothill Transit plans to deploy 20 extended range electric buses on Line 486, and based on a just announced grant award, Foothill Transit will be deploying 2 double decker buses in 2019. Installation of a fast-charge charger at the Pomona Operations and Maintenance Facility is underway and infrastructure has already been installed to facilitate two charging stations at the Azusa Intermodal Transit Center for the electrification of Line 280. The Foothill Transit team is working to keep growing the electric bus program and toward the goal of being 100 percent electric

by 2030.

After discussion, by Common Consent, and there being no objection, the Governing Board accepted Mr. Cordero's report.

- **LA COUNTY FAIR SERVICE UPDATE**

Joe Raquel, Director of Planning, presented a verbal report on the following.

Mr. Raquel reported that Foothill Transit launched Line 196. The service allowed for customers wanting to attend the LA County Fair on weekends a transportation option to travel between the Azusa Gold Line Light Rail Station and the LA County Fair. Line 196 provided all day limited stop service on the weekends during the fair. Service started an hour before the fair opened, and 40 minutes after the fair closed.

During the service, Foothill Transit had two ambassadors during the morning at Azusa and during the evening there were two ambassadors at the Fairplex. The ambassadors answered questions and surveyed customers.

Foothill Transit provided 1,000 passenger boardings. Fifty-nine percent of customers used public transportation to get to Line 196. The customers surveyed came from 36 different cities. The top three were Azusa, Los Angeles, and Pasadena, which are adjacent to the Gold Line. Overall feedback was positive and the Fairplex has asked Foothill Transit to return again next year.

After discussion, by Common Consent, and there being no objection, the Governing Board accepted Mr. Raquel's report.

9. **EXECUTIVE DIRECTOR COMMENT**

Comments by Mr. Doran J. Barnes, Executive Director, Foothill Transit.

Mr. Barnes reported the following:

- Mr. Barnes thanked Javier Hernandez, Transportation Deputy for Supervisor Solis for attending the meeting. Mr. Hernandez has been very supportive of Foothill Transit.





- The Double Decker bus demonstration is taking place and staff has received very positive feedback.
- Thanked Governing Board Members who participated in the APTA Annual Meeting. Mr. Barnes stated it was an honor to begin his service as APTA Chair.
- Last week, APTA asked him to participate as APTA Chair in a transportation summit that Secretary of Transportation Anthony Foxx had put together. While participating in the panel representing APTA, there were a lot of questions about Foothill Transit.
- Mr. Barnes stated that today's meeting was the last Governing Board Meeting for 2016. In 2017 there are a number of activities staff is moving forward on, including the restructuring of fares. Governing Board Meetings are tentatively scheduled for February, March, April, and May.

10. **BOARD MEMBER COMMENT**

Comments by Members of the Foothill Transit Executive Board.

- Chair Herrera stated how proud Foothill Transit is of Doran Barnes now that he is Chair of the American Public Transportation Association.
- Member Paras-Caracci congratulated Mr. Barnes on his election to APTA Chair and for making sure that Foothill Transit is known nationally and globally. She also recognized the Foothill Transit team.

Member Paras-Caracci stated that she hopes Measure M will not only improve traffic and transportation, but it will hopefully invigorate jobs and the economy. She also thanked Metro Chair John Fasana for all his work.

11. **ADJOURNMENT**

Adjournment for the October 4, 2016 Foothill Transit Governing Board Meeting.

There being no further business, the Foothill Transit Governing Board meeting adjourned at 9:06 a.m.





February 17, 2017

To: Governing Board

Subject: **Cluster 1 Special Election Notification**

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### **Recommendation**

Receive notification of Cluster 1 Special Election to be held on March 24, 2017.

### **Analysis**

The Executive Board Alternate position for Cluster 1 is vacant. Accordingly, Cluster 1 will hold a special election to fill this position at the March 24, 2017 Governing Board Meeting.

This vacancy has been created as Governing Board Member Paula Lantz has concluded her service on the Governing Board. Ms. Lantz represented the City of Pomona on the Governing Board. In November 2016, Ms. Lantz was not reelected to the Pomona City Council. Per the Foothill Transit Joint Powers Agreement, Ms. Lantz concluded her service on the Foothill Transit Governing Board concurrent with the conclusion of her term on the Pomona City Council. Ms. Lantz also served as an Executive Board Alternate.

In light of these changes, there is a vacancy in the Cluster 1 Executive Board Alternate seat and an election must be held by the members of Cluster 1 to select an individual to serve the remainder of the term for this position.

Cluster 1 consists of the cities of Claremont, La Verne, Pomona, San Dimas, and Walnut. The Cluster 1 Governing Board Member elected to fill the seat will fill the remaining term, which runs through May 2018. Please note that Claremont Councilmember Corey Calaycay serves as the Executive Board Member for Cluster 1.

Notification of Interest forms will be emailed to Governing Board Members of Cluster 1 on February 21, 2017. The Notification of Interest form is strictly optional and is not required in order to be elected to the Foothill Transit Executive Board. Governing Board Members interested in utilizing the form must submit their completed form by March 3, 2017. On March 6, 2017, completed forms will be emailed to the Cluster 1 Governing Board Members



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Cluster 1 Special Election Notification  
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and Alternates for their consideration. The special election will take place at the March 24, 2017 Governing Board Meeting. The vote will be conducted during a caucus of Cluster 1 members and via voice vote.

Sincerely,

David Reyno  
Director of Government Relations

Doran J. Barnes  
Executive Director



February 17, 2017

To: Governing Board

Subject: **Fare Restructuring Update**

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### **Recommendation**

Receive and file the update on the Fare Restructuring project.

### **Analysis**

In August 2015, the Executive Board authorized the issuance of RFP No. 16-016 for Foothill Transit to seek proposals from qualified firms to conduct a fare restructuring study. The purpose of the study is to evaluate Foothill Transit's current fare structure, provide recommendations to restructure, and perform predictive modeling for potential fare changes. The Executive Board authorized award of a contract to Four Nines Technologies in December 2015. During the July 2016 Executive Board Meeting, staff provided a project status update that included changes to the original proposed schedule. The project is currently on schedule with restructuring proposals to be presented to the Board during early 2017.

### **Current Status**

The consultants conducted stakeholder interviews and analyzed the data from the current fare structure during early 2016.

On April 15, 2016, the Governing Board met to discuss the goals of the new fare structure and to identify specific structural options to be modeled. The goals of the study are the following:

- Develop an overall fare policy
- Ensure operator and customer safety
- Create simplicity in overall fare collection
- Increase system ridership
- Increase total fare revenues
- Reduce cash transactions
- Align fares regionally

In order to move the project forward, a committee comprised of staff from various functional areas was formed. The committee analyzed four preliminary alternatives with slightly different modifications designed to meet the goals



listed above. The consultants have modeled all four alternatives to evaluate their impact on the individual goals.

In September 2016, staff selected Moore & Associates to conduct 3,500 on-board surveys to collect required data from passengers to assess disparity impacts of any proposed fare change. Federal Transit Administration Title VI circular requires transit providers to conduct a detailed analysis on the disparity impact on minority and low income customers whenever fares are modified. Surveys were completed in November 2016 and collected data was sent to Four Nines Technologies for review and analysis.

### **Next Steps**

The consultants are scheduled to complete the Title VI Analysis in late February 2017. Presentations are scheduled for February and March to the Executive Board and the Governing Board to discuss the preliminary findings including performance indicators (e.g. farebox recovery ratio, average fare per boarding), data and demographics analysis, and fare modeling.

Staff will request Board approval to conduct public hearings on the preferred alternative at the March Governing Board meeting. Public hearing results and final fare structure proposal will be presented at the April Executive Board meeting and May Annual Governing Board meeting.

The next step will be to present the results of the modeling that led to a "preferred alternative" for Board consideration. The preferred alternative is recommended to be implemented in two phases. Phase 1 will begin in fall 2017 and Phase 2 will begin approximately two years later in 2019. The phased approach will mitigate impacts to customers while still meeting the fare revenue requirements of the ten-year forecast.

The expected implementation date will coincide with the fall 2017 service change. During the implementation period (May - September) Foothill Transit will conduct an extensive marketing campaign to inform customers, farebox software programming, operator trainings, and Customer Service Representative training.

Sincerely,

Michelle Lopes Caldwell  
Director of Finance & Treasurer

Doran J. Barnes  
Executive Director